

1 December 1988

MEMORANDUM FOR: All FBIS Headquarters Personnel

FROM: R. W. Manners
Director, Foreign Broadcast Information Service

SUBJECT: Christmas Boxes

I would like to re-establish the FBIS tradition of collecting money which would otherwise be spent sending each other holiday greeting cards and making a contribution to Children's Hospital or some other charitable organization. Boxes will be located on the desks of secretaries in all offices. Your Christmas cards may be placed on the bulletin board located in the lobby of

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R. W. Manners

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